



North Carolina Department of Health and Human Services  
Division of Aging and Adult Services

2405 Mail Service Center • Raleigh, North Carolina 27699-2405  
Courier 56-20-25 Phone 919-733-3818 Fax 919-715-0023

Michael F. Easley, Governor  
Carmen Hooker Odom, Secretary

Karen E. Gottovi, Director  
(919) 733-3983

February 16, 2005

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES:

ATTENTION: Special Medical Needs Sheltering Coordinators

**SUBJECT: SPECIAL MEDICAL NEEDS SHELTERING SURVEY**

In September 2004, we sent a survey to you about Special Medical Needs Sheltering in your county. We are establishing a database of information about county special medical needs plans so that in the event of a disaster, we can provide timely assistance to you if needed.

Thus far, we have had responses from 35 counties. If your county has already responded, we would like to thank you. If your county has not yet responded, with the beginning of hurricane season just a few short months away, we ask that you complete the attached survey and return to us by February 28th.

If your county has designated an agency other than the Department of Social Services to coordinate the local response for special medical needs populations, please let us know that so we can make sure the appropriate agency receives and completes the survey.

Should you need assistance in responding to the survey, please contact Vicky Church at 919 733-3677 or through e-mail at [Vicky.Church@ncmail.net](mailto:Vicky.Church@ncmail.net).

Sincerely,

A handwritten signature in cursive script that reads "Suzanne P. Merrill".

Suzanne P. Merrill, Chief  
Adult Services Section

SPM/vtc

AFS-01-2005

Attachment